CONSTITUTION OF THE
GRASSLAND SOCIETY OF KENYA (GRASK)

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The Grassland Society of Kenya is a non-for-profit and non-political Society.

1.0 NAME OF THE SOCIETY

The name of the Society shall be “Grassland Society of Kenya, (GRASK)” in short form, hereafter referred to as the Society.

Vision of the society

Sustainably managed grassland and rangeland ecosystems

Mission of the Society

“To contribute to sustainable management, utilisation and conservation of the grassland and rangeland ecosystem resources in Kenya”

2.0 OBJECTIVES OF THE SOCIETY

The main aim of the Grassland and Rangeland Society of Kenya, shall be to foster sustainable management, utilization and conservation of the grasslands and rangelands resources in Kenya and the region. The Society shall seek to:

a) Promote the community interest in sustainable development and management of grasslands and rangelands in Kenya.
b) Provide a forum for grassland and rangeland stakeholders/community of practice for the exchange of information and ideas that increase sustainable grassland and rangeland ecosystem services (supporting, provisioning, regulatory and cultural services),
c) To enhance the practical application of research findings for the sustainable development of grasslands and rangelands.
d) To promote and undertake activities geared towards sustainable, improved management and production of grasslands and rangelands ecosystems in Kenya and the region
e) Support partnerships, linkages and networks with relevant organisations that work towards sustainable grasslands and rangeland ecosystem management
f) Promote collaborative research activities among members that are geared towards providing solutions for challenges in grasslands and rangelands, and create appropriate technologies, innovations and management practices
g) Assist its members in their professional development with respect to development of project proposals and linkages with relevant funding organisations
h) Liaise with all stakeholders in sharing information and knowledge that supports sustainable management of grasslands and rangelands
i) Liaise and/or affiliate with Regional and International organisations (with common interests in grassland and rangeland ecosystems).

j) Provide a platform for lobbying and implementation of international frameworks, protocols and conventions that focus on grasslands and rangelands including UNCCD, UNCBD and UNFCCC, aimed at achieving the sustainable development goals (SDGs) in grasslands and rangelands ecosystems.

3.0 ORGANISATION OF THE SOCIETY

a) The Society shall comprise the Annual General Meeting, the Executive Committee and the Advisory Council

b) The Society shall have representation from all grasslands and rangelands counties in Kenya. The society will have branches in all the counties in Kenya.

c) The Grasslands and Rangeland Society of Kenya Congress shall be held annually with the presentation and discussion of papers and reports and other activities including sharing progress made in grassland and rangeland development interventions, challenges, opportunities and lessons learned by different stakeholders

4.0 MEMBERSHIP TO THE SOCIETY

a) The Society shall have a patron, who will be the PS, State Department of Livestock

b) Membership shall be open to all interested persons/institutions/organisations working in the grasslands and rangelands or with interest in grassland and rangeland management in Kenya

c) Membership shall also be opened for ordinary membership, student membership, life membership, honorary membership and corporate membership

d) A student pursuing a degree in Range Science/Management, Animal Agriculture, Dryland Resource Science/Management, Wildlife and Natural Resource Science/Management and any other agriculture and related fields is eligible for student membership. Junior student membership for high school students will also be enrolled as Society youth members.

e) An institution dealing with matters related to Grassland and Rangeland Science/Management, Dryland Agriculture, Dryland Agroforestry is eligible for corporate membership

f) The Executive Committee shall review the membership registration and subscription fees every 3 years and table its recommendations at the AGM for ratification and approval.

g) An applicant who fulfils the criteria set above shall be eligible for membership to the Society and shall, subject to the approval of the Society’s Executive Committee, become a member on payment of a non-refundable registration fee based on type of membership applied for as shown below or as shall be determined by the AGM:

   (i) Ordinary Membership: Registration fee of Ksh.1,000/= and an annual subscription Ksh.2000/= per annum.

   (ii) Student Membership: A student currently enrolled in any institution of learning in the country will be eligible to become a member on payment of a student Registration fee of KSHs. 500/= and an annual subscription fees of Ksh.500/=.

   Junior Membership for high school students will also
be allowed for clubs or individuals with membership fee of KShs. 100 for joining and annual membership of KShs.100.

(iii) Corporate Membership: Any interested organisation, company, institution or department shall qualify for an institutional membership to the Society by paying Registration fees of KShs. 20,000 and annual subscription fees of KShs. 5,000. Student clubs shall qualify for corporate membership on paying Registration fees of Kshs 3000 and annual subscription of Kshs 1000. Corporate members’ contribution shall be acknowledged by giving special opportunities from publicity in Society’s web page, societies communication publications like proceedings, field days publicity materials, etc.

(iv) Life Membership: Only individuals may qualify for Life Membership. Individuals for this category of membership shall be selected by a panel appointed by the Executive Committee and approved by the AGM. Life Membership will be based on three levels of payment below;
- Gold membership -100,000
- Silver membership-50,000
- Bronze membership-30,000

(v) Honorary Membership: An ordinary member who has offered distinguished services can be noted with a special medal or certificate. The same could apply to some individual who is not a member of the Society but has been noted for exemplary service to the Society. This category of membership shall be recommended to the AGM by the Executive Committee and the Advisory Council and is free of any fees.

(vi) Application for membership shall be on prescribed forms signed by the applicant and handed over to the Secretary General of the Society.

(vii) Members will be issued with certificates as will be decided by the Executive Committee and approved by the AGM.

5.0 THE EXECUTIVE COMMITTEE OF THE SOCIETY

a) The Executive Committee of the Society shall be elected at an AGM of fully paid-up members to fill the following posts;
   a) Chairman
   b) A Vice-Chairman
   c) Secretary General
   d) Organising Secretary
   e) Treasurer
   f) Six other members Co-opted

b) The Six committee members shall represent the ministry, research, university, gender, County Governments, pastoralist and private sector depending on the outcome nomination for election.

c) The members will form the Executive of the Society.

d) The term of office shall be deemed to commence from the conclusion of the Annual General Meeting during which the elections takes place until the conclusion of the third year Annual General Meeting.
e) Co-opted members (see sub-section 7 (b) of this constitution) of the Executive Committee shall have full voting rights.

6.0 ELECTION PROCESS OF THE EXECUTIVES

a) Nominations of the Executives of the Society
b) All nominees shall be paid up members of the Society.
c) All nominations shall be received in writing, including the consent of the nominee, by the Secretary by the beginning of the Annual General Meeting.
d) Vacancies, occurring between Annual General Meetings of the Society, shall be filled by the Executive Committee through co-option (see sub-section 7 (b) below).
e) No member of the Society shall be nominated to any position on the Executive if he/she has held that position for the previous two consecutive terms.
f) The other four Committee members shall, as far as is possible, represent special interest groups.
g) The Annual General Meeting shall elect the members of the Executive Committee using any method approved at the AGM.

7.0 FUNCTIONS AND POWERS OF THE EXECUTIVE COMMITTEE

a) The Executive Committee shall be responsible for the management of the affairs of the Society for the best interest of all the stakeholders in grassland and Rangeland management.
b) The Executive Committee shall have the power to co-opt members to fill vacancies as may become necessary from time to time, and special interest positions not filled by the AGM.
c) The right to publish any material relating to the activities of the Society in the name of the Society rests solely with the Executive Committee, and should be agreed on in a meeting by all executive members.

8.0 DUTIES OF THE OFFICE BEARERS

The Chairman shall:
   a) Coordinate activities of the Society.
   b) Chair all Society meetings including Annual General Meetings and those of the Executive Committee.
   c) Handle matters pertaining to public relations for the Society.
   d) Present the Society state of affairs to the Annual General Meeting
   e) Coordinate resource mobilization activities

The Secretary General shall:
   a) Deal with all correspondence in accordance with what is laid down or relevant to the constitution of the Society.
   b) Record and keep records of all meetings of the Executive and of the Society.
   c) Give notice to members of the Executive of all meetings and to members of the Society for meetings and functions held by the Society.
   d) Keep a register of names, contacts and addresses of all members of the Society.
   e) Prepare an annual report on the activities of the Society.

The Organizing Secretary shall:-
a) Be responsible for the planning and co-ordination of matters pertaining to the holding of Society’s Conferences, Workshops, Seminars, Symposia, Field Days and any other related duties.
b) Be responsible for GRASK advertisements, announcements, poster and bulletin preparations.
c) Send calls for papers in time for all forthcoming GRASK symposia, workshops and conferences.
d) Organise for peer review of all manuscripts submitted to GRASK conferences to ensure quality publications.
e) Be responsible for all GRASK editorial and publication matters; proceedings, books, pamphlets, newsletters, etc

The Treasurer shall:

a) As directed by the Executive, receive all monies due to and payable to the Society for the use of the Society, and out of such monies shall pay and disburse all sums of money which may be due from or payable by the society.
b) Keep accounts of all such receipts and payments, in the way which shall be deemed proper by the Executive.
c) Prepare and submit audited reports and financial statements to the Annual General Meeting.
d) Give accurate statement of accounts at all meetings of the Executive Committee

The Vice-Chair shall:

a) For all practical purpose, perform the functions of the Chair in his/her absence.

9.0 MEETINGS OF THE EXECUTIVE COMMITTEE

a) Ordinary meetings of the Executive Committee shall be held as required but in any case at intervals not greater than three months apart.
b) The Chair of all meetings shall be the Chairman of the Society, whom failing, the Vice-Chair, whom failing a temporary chair selected from and by those members present and constituting a quorum.
c) The quorum shall be one third (1/3) of members of the Executive.
d) All members of the Executive Committee shall have one vote, except the chair who shall exercise a casting vote.
e) Except as herein stated, the Executive shall have power to determine its own procedure.

10. THE ADVISORY COMMITTEE

The society shall have an advisory committee identified and nominated by the executive committee and be supported/approved by the annual general meeting for appointment. The committee members will have skills and experience which augment the society’s operation in order to more effectively guide the organisation. The Advisory committee will perform the following roles;

- Providing technical advice in specific areas
- Fundraising for a specific project for the Society
- Serving as an advocacy group for the society
- Serving in an honorary role
Offering services as a spokesperson for the society

The Advisory Committee shall meet twice a year to receive briefs from the Executive Committee Chairperson and deliberate on any issue as pertains to the Society.

The Advisory Committee shall elect a chairperson during the first meeting, who will chair all Committee meetings. The EC chairperson shall be the secretary to the Committee.

10.0 FUNDS FOR THE SOCIETY

a) The Annual General Meeting shall fix the annual subscription.

b) Payment of the subscription shall be due from 1st January and not later than 30th April in each year.

c) Members joining after the 30th April in any one year must pay the entire annual subscription for that calendar year.

d) Membership is forfeited if the annual dues or subscriptions are not paid by 30th April up-to the 2nd consecutive year of non-subscription.

e) Members on check-off will be considered to be paid up as per prescribed amount unless they withdraw.

f) All funds of the Society shall be kept in a bank account in Kenya approved by the Executive Committee under the signature of the Chairman, Treasurer and at least one other member of the Executive Committee.

g) Annual subscriptions are irredeemable.

h) The funds of the Society may only be used for the following purposes:

   (i) Financing of the general running of the Society

   (ii) Payment of honoraria, sitting allowances and/or duty allowances to those given specific assignments, office bearers, and committee members as approved by the AGM or Special General Meeting (SGM)

   (iii) Financing of workshops, conferences, seminars, meetings and all relevant activities that serve the objectives of the Society

   (iv) Publication of newsletters, journals and other relevant materials

   (v) Dissemination of important information to the relevant stakeholders

   (vi) Collection and documentation of relevant experiences and innovations

   (vii) Acquisition of books, journals and magazines that are relevant to the objectives of the Society

   (viii) Payment of wages and office administration costs.

   (ix) Organising field visits and meetings/workshops with stakeholders

   (x) Any other purpose discussed and approved at an AGM or SGM

i) All monies and funds shall be received by and paid to the Treasurer and shall be deposited by him/her in the name of the Society in the bank account approved by the Executive committee. Funds may also be paid directly into the Society’s bank account and an acknowledgement receipt obtained from the Treasurer.

j) No payments shall be made out of the bank account without a resolution of the Executive committee authorising such payment and all cheques on such bank account shall be signed by the Treasurer, the Chairman and one other office bearer of the Society who shall be appointed by the committee.

k) A sum, not exceeding Ks. 30,000 a higher amount as may be determined by the AGM, may be kept by the Treasurer for petty disbursements of which proper account shall be kept.
l) The Executive committee shall have power to suspend any office bearer who it has reasonable cause to believe is not properly accounting for any of the funds or property of the Society and shall have power to appoint another person in his place. Such suspension shall be reported to the AGM and the general meeting shall have full power to decide what further action should be taken in the matter.
m) The financial year of the Society shall be from 1st July to 30th June 31st December

11.0 RESOURCE MOBILISATION
The Society shall mobilize funds for long-term financial sustainability through:
- Membership registration
- Membership annual subscriptions
- The annual conference
- The Society semi-annual magazine
- High level paid symposia covering topical issues
- Stakeholders sponsorship
- Collaborative research and development activities

11.0 TRUSTEES OF THE SOCIETY

a) All land, buildings and other immovable property and all investments, securities and deposit accounts which shall be acquired by the Society shall be vested in the names of not less than four (4) trustees or as may be decided by the AGM, who shall be members of the Society and shall be appointed at an annual general meeting for a period of three years. On retirement such trustees shall be eligible for re-election.
b) A general meeting shall have the power to remove any of the trustees and all vacancies occurring by removal, resignation or death, shall be filled at the same or the next general meeting.
c) The trustees shall pay all income received from property vested in the trustees to the Society's Treasurer. Any expenditure in respect of such property, which in the opinion of the trustees is necessary or desirable, shall be reported by the trustees to the Executive committee which, shall authorise expenditure of such monies as it deems fit.
d) The trustees shall submit a report to the Society’s Executive committee Chairman to be included in the Treasurer’s report to be presented at the AGM.

12.0 PATRON OF THE SOCIETY
The Cabinet Secretary in charge of matters related to Agriculture, livestock, wildlife grassland and rangeland management or an appointee of that office shall be the Patron of the Society.

13.0 AUDITOR OF THE SOCIETY

a) An auditor shall be appointed by the Executive Committee and approved by the AGM and shall not be a member of the Society.
b) The accounts of the Society shall be submitted by the Treasurer to the Auditor to file annual returns as required by law. The financial year of the Society shall run from 1st January to 31st December and financial statements and all records necessary for auditing should be ready not later than 60 days after 31st December.

14.0 ANNUAL GENERAL MEETING

a) The Annual General Meeting shall be held any time during the first four calendar months of the year and may precede or succeed a Special General Meeting.

b) The order for the agenda at the Annual General Meeting shall be:-

   (i) Apologies for absence.
   (ii) Matters arising from previous
   (iii) Approval of the minutes of the previous meeting
   (iv) Chairman's address.
   (v) Secretary's Report.
   (vi) Treasurer’s Report and presentation of audited Financial Statement of the Society.
   (vii) The determination of the annual subscription for all categories of members for the following period.
   (viii) Matters of which proper notice has been given
   (ix) Any other motion may be debated only after unanimous acceptance by the meeting.
   (x) Election of new Executive.

c) Notice of Annual General Meeting

   (i) Notice and Agenda of the Annual General Meeting shall be communicated by the Secretary General not less than twenty one (21) days before the date of the Annual General Meeting.
   (ii) Any motion in writing, signed by a member proposing and a member seconding such motion, received by the Secretary General not later than fourteen (14) days before the date of the Annual General Meeting shall be included in the notice for such a meeting.
   (iii) The quorum for the Annual General Meetings shall be two thirds of the paid-up members of the Society. In case the quorum is not mustered, the Secretary General may convene a subsequent meeting after 30 days. The number present in the subsequent meeting will form the quorum.
   (iv) The Chairman of all Annual General Meetings shall be Chairman of the Society whom failing the Vice-Chairman, whom failing a temporary Chairman nominated from those present and constituting a quorum.
   (v) All registered members of the Society attending the Annual General meeting shall have one vote, except the Chairman who shall exercise a casting vote.
   (vi) A copy of the minutes of the Annual General Meeting shall be shared by the Secretary General to all members of the Society fourteen (14) days prior to the AGM.
   (vii) Where not already provided in this constitution, the procedure of conducting the Annual General Meeting shall be determined by the Executive.

15.0 SPECIAL GENERAL MEETING OF THE SOCIETY
a) The special general meeting will be held for the purposes of addressing any urgent issue for the society that cannot wait for the AGM to make a decision.
b) The Executive Committee shall be able to call a Special General Meeting on a critical need basis.
c) Any ten members of the Society may submit a written petition to the Secretary General for application to hold a Special General Meeting. If the Secretary General fails to post notice of such a meeting within fourteen days of the request, the ten members shall have power to call the Special General Meeting of the Society.

c) Notice of all Special General Meetings must be posted not less than twenty-one days before the proposed date of the meeting.

16.0 PROCEDURE AT MEETINGS

a) At all meetings of the Society shall be conducted by the Chairman, or in his absence, the Vice-chairman, or in the absence of both these officers, a member selected by the meeting, shall take the chair.
b) The Chairman shall fairly moderate discussions in any motion. The Resolutions shall be decided by simple voting by secret ballot or by show of hands as shall be decided at the AGM as long as members in attendance form a quorum. Any person, not contesting any of the Executive office, shall be appointed as the Returning officer for the purpose of the Society’s elections at the AGM and will receive all nominations before elections are conducted.
c) The Secretary General shall explain to the AGM the election procedures before the sitting committee hands over the business of election to the Returning Officer.

17.0 INTERPRETATION OF THE CONSTITUTION OF THE SOCIETY

The interpretation of this Constitution shall be by the agreement of two thirds of the members of the Executive of the Society.

18.0 AMENDMENTS TO THE CONSTITUTION OF THE SOCIETY

a) The constitution shall only be altered at an Annual General Meeting or at a Special General Meeting of the Society.
b) Any alteration to the Constitution can only be considered at the Annual General Meeting or Special General Meeting if the motion has been included on the agenda circulated to all members of the Society not less than twenty-one days before the date of the meeting.
c) Alterations to the Constitution of the Society must be agreed upon by a two-thirds majority of those present at the meeting and constituting a quorum, where quorum is two thirds of all registered members.

19.0 INSPECTION OF ACCOUNTS AND LIST OF MEMBERS

The books of account and all documents relating thereto and a list of members of the Society shall be available for inspection at the registered office of the Society by any officer or member of the Society on giving not less than seven days’ notice in writing to the Society.
20.0 DISSOLUTION OF THE SOCIETY

a) The Society shall not be dissolved except by a resolution passed at a general meeting of members by a vote of two-thirds of registered members. The quorum at the meeting shall be as shown in rule 14 C part (iii). If no quorum is obtained the proposal to dissolve the Society shall be submitted to a further general meeting, which shall be held 30 days later. Notice of this meeting shall be given to all members of the Society at least 14 days before the date of the meeting. The quorum for this second meeting shall be the number of members present.

b) Provided, however, that no discussions shall be effected without prior permission in writing of the Registrar of Societies, obtained upon application to him/her made in writing and signed by three of the office bearers.

c) When the dissolution of the Society has been approved by the Registrar, no further action shall be taken by the Executive committee or any office bearer of the Society in connection with the aims of the Society other than to get in and liquidate for cash all the assets of the Society. Subject to the payment of all the debts of the Society, the balance thereof shall be distributed in such other manner as may be resolved by the meeting at which the resolution is passed.

20. ACRONYMS AND DEFINITIONS

ACRONYMS

ASAL Arid and Semi-Arid Lands
AU African Union
DRSRS Department of Remote Sensing and Resource Survey
FAO Food and Agriculture Organization
GDP Gross Domestic Product
ICPALD IGAD Center for Pastoral Areas and Livestock Development
IGAD Intergovernmental Authority on Development
ILRI International Livestock Research Institute
SDG Sustainable Development Goal
SDL State Department for Livestock
GLOSSARY

**Alternative Livelihoods:** This refers to other sources of income and means of life to Pastoralists to reduce over reliance on Livestock as the only means of livelihood. In the Rangelands, alternative sources of livelihood include beekeeping, gum Arabica production, handiwork, dryland agriculture and ecotourism.

Biodiversity: The total diversity of all organisms and ecosystems at all various spatial scales, or the variety of plant and animal life in a particular range ecosystem or habitat, a high level of which is usually considered to be important and desirable.

**Carbon sequestration:** the process of removing carbon from the atmosphere and depositing it in

**Carrying Capacity:** The carrying capacity of an ecosystem is the size of the population that can be supported indefinitely upon the available resources and services of that ecosystem.

**Climate change:** Change in the state of climate that can be identified by changes in the mean and/or the variability of its properties, and that persists for an extended period, typically decades or longer. Climate change may be due to persistent anthropogenic changes in the composition of the atmosphere or in land use.

**Disaster Risk Management:** the systematic processes of using administrative directives, organizations, and operational skills and capacities to implement strategies, policies and improved coping capacities in order to lessen the adverse impacts of hazards and possibility of disaster.

**Disaster Risk Reduction:** the concept and practice of reducing disaster risks through systematic efforts to analyze and manage the causal factors of disasters, including through reduced exposure to hazards, lessened vulnerability of people and property, wise management of land and environment and improved preparedness for adverse occurrences.

**Disaster:** A serious disruption in the normal functioning of a community, society or livestock involving widespread human, material, economic or environmental losses and impacts which exceeds the ability of the affected community or society to cope using its own resources.
**Drought:** The phenomenon that exists when precipitation is significantly below normal recorded levels, causing serious hydrological imbalances that often adversely affect land resources and production systems. In Range areas, this is manifested by both human and livestock deaths arising from prolonged lack of forage, water and food.

**Ecosystem Services:** Ecological functions or processes that have that have monetary or non-monetary value to individual, community or society at large, e.g. cultural services such as tourism, or spiritual and aesthetic appreciation.

**Ecosystem:** The interactive system formed from all living organisms and their physical and chemical environment within a particular area.

**Nomadic Pastoralism:** Is a form of pastoralism where livestock are herded in order to find fresh pastures on which to graze. Nomadic Pastoralists follow an irregular pattern of movement.

**Pastoralism:** refers to both an economic activity and a cultural identity. As an economic activity, pastoralism is an animal production system which takes advantage of the characteristic instability of rangeland environments through strategic mobility, where key resources such as pastures, nutrients and water for livestock becomes available in short-lived and largely unpredictable concentrations. Crucial aspects of pastoralism specializations are; the interaction of people animals and the environment, particularly mobility of livestock while grazing/browsing and watering at intervals; and the development of flexible resource management systems, particularly communal land management and non-exclusive entitle

**Range management:** is the science and art of ensuring the sustainable use of range resources. It relies on ecological principles in dealing with the use of rangelands and range resources for a variety of purposes. These purposes include use as grazing for livestock, as wildlife habitat, watersheds, recreation and other associated uses. Rangelands are managed principally with extensive practices such as managed livestock grazing and nomadic pastoralism rather than more intensive agricultural practices of seeding, irrigation, and the use of fertilizers

**Rangelands:** are vast natural landscapes in the form of grasslands, bushland, woodlands, wetlands and deserts. They grow primarily indigenous vegetation, rather than plants established by humans. Rangelands comprise about 90% of all the lands in Somalia.